

Registration

Please submit one registration per participant

Please check appropriate box(es).

☐ Day 1—Interchange
February 6, 2007

☐ Day 2 - Financial
February 7, 2007

Subrecipient Organization Name:

Address:

Participant's Name:

Participant's E-Mail:

Telephone:

Please check the appropriate box for your entrée
selection for the luncheon on February 6, 2007:

☐ Chicken ☐ Tilapia ☐ Veggie Burrito

Registration amount enclosed: \$

(\$30.00 per person for the Interchange and \$10.00
per person for the Financial Workshop.)

Make checks payable to "*The Treasurer of Virginia.*"

Please mail registration before January 16, 2007 to:

Nazlee Peck
Project Management Office
Department of Housing and
Community Development
501 North 2nd Street
Richmond, Virginia 23219
Fax: (804) 371-7093

Project Management Office
Department of Housing and Community Development
501 North 2nd Street
Richmond, Virginia 23219



IPR

INDOOR PLUMBING
REHABILITATION PROGRAM

2007
IPR Interchange
February 6, 2007

IPR Financial Workshop
February 7, 2007

Charlottesville, Virginia



2007 IPR Interchange and Financial Workshop

The Project Management Office is pleased to be hosting once again its annual IPR Program Interchange and IPR Program Financial Workshop. These are two separate, but related, workshops that we are offering "back to back" in Charlottesville on February 6 and 7, 2007.

- The Interchange on February 6 (10:00 a.m.—4:00 p.m.) is a facilitated opportunity for IPR- and housing-related dialogue and creative discussion, with an emphasis on production issues..
- The Financial Workshop on February 7 (9:00 a.m.—12 Noon) will provide guidance on IPR requirements with an emphasis on program management, loan servicing, and program income issues.

Who Should Attend?

Interchange, February 6 – This year attendance is required by all IPR subrecipients with a current IPR contract or who anticipate getting one in the next program year. Subrecipients are encouraged to send their Housing Program Administrators and Rehab Specialists in addition to their Chief Administrative Officials.

Financial Workshop, February 7 – Anyone involved with preparing IPR set-ups, drawdown requests, or cancellation reports, paying contractors, or servicing loans should attend.

We reserve the right to limit the number of participants per organization to maximize the number of organizations represented at both events.

Registration

Please use the Registration Form on this flyer. Submit one registration form per person and be clear about which event(s) the individual will attend. The registration fee is \$30.00 per person for the Interchange and \$10.00 per person for the Financial Workshop. Make checks payable to "Treasurer of Virginia." Registrations must be received by January 16 to assure adequate meeting space and lunch.

Location and Hotel Accommodations

Doubletree Hotel Charlottesville

990 Hilton Heights Road
Charlottesville, Virginia 22901

Toll Free: (800) 494-9467

Direct Dial: (434) 973-2121

www.charlottesville.doubletree.com

The hotel is conveniently located off of Highway 29 North, near the airport. Via I-64, take exit 118-B. Stay on the Route 29 by-pass for 4.5 miles, taking the Route 29-North exit. Go about 3.5 miles and turn left onto Hilton Heights Road, beside Sam's Club and Wal-Mart.

Via I-66, take Exit 43. Note: This is the second exit for Route 29 South on Interstate 66 coming from Washington, DC. On Route 29, approximately 1.5 miles before you reach the Charlottesville city limits you will cross the South Fork Rivanna River Bridge. After crossing the bridge, turn right at the first traffic light onto Hilton Heights Road



We have reserved a small block of rooms, which will be held until **January 16**. (This is a change.)

There is ample complimentary parking at the hotel.

Lunch will be provided on February 6. **Please indicate your choice of entrée on the registration form. If you do not, indicate your preference, you will receive the chicken entrée.**

Mini Help Desk

Bring your IPR questions! A mini Help Desk will be available after the Interchange to provide technical assistance.

Questions? Please call:

Matt Fitzgerald (804) 371-7067
(with Interchange questions); or

Elizabeth Boehringer (804) 371-7065
(with Financial Workshop questions).

